

PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Week Ending 30 August 1988

1. Status of Tasks Assigned by Senior Management:

25X1

[Redacted]

2. Major Events That Have Occurred During the Preceding Week:

25X1

a. [Redacted] reports that the revision to Procurement Note (PN) 161 regarding Prompt Payment has been changed to include the new cost invoice mailing addresses to become effective 1 October 1988. The PN is being coordinated with the Office of Logistics and the Office of Finance. [Redacted]

25X1

25X1

[Redacted]

25X1

c. [Redacted] also reports that he set up a meeting for 29 August 1988 with the CORE Team to begin developing plans and strategies for the CORE team's automation prototype in order to be prepared to install the prototype when the equipment arrives in late September. [Redacted]

25X1

25X1

[Redacted]

e. A total of 288 contract actions and 145 amendment actions were input in the CONIF database during this reporting period. [Redacted]

25X1

25X1

25X1

f. [Redacted] will be on annual leave for the period of 25 August through 6 September 1988. [Redacted]

25X1

[Redacted]

SUBJECT: OL/PMS Weekly Report for the Period Ending 30 August 1988

25X1

3. Upcoming Events

None

3. Management Activities and Concerns:

25X1

OL/PMS will continue to keep management apprised of any significant management activities and/or concerns as they arise.

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Please stop this!

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